

## LEVEL OF INSTRUCTION/SUPPORT WORKSHEET

CLIENT NAME		DATE
CRM ID	PROVIDER REPRESENTATIVE	

1. ☐ **0 To 6 Hours Instruction and Support Per Month:**  
 Limited support such as, but not limited to, assisting with financial tasks, protective payee, budgeting, periodic check-ins for safety, assisting consumer to make medical appointments, can be direct and/or indirect support. Clients have access to staff, or the means to contact staff, at all times, twenty-four hours a day, seven days a week. Assumes some essential needs are being met by other program and natural supports.
2. ☐ **6 to 30 Hours Instruction and Support Per Month:**  
 Limited support as noted above, only more scheduled hours provided to client; instruction provided to maintain competency in personal skills and community integration: Can be direct and/or indirect support. Clients have access to staff, or the means to contact staff, at all times, twenty-four hours a day, seven days a week. Assumes some essential needs are being met by other program and natural supports.
3. ☐ **\*30 or More Hours Per Month of Instruction and Support, But Less Than 24 Hours, Seven Days Per Week Support:**  
 Instruction and support provided with assorted independent living tasks, i.e., financial management, medical monitoring/appointments, meal preparation, shopping, home maintenance, community access, etc.; staffing time is scheduled with the consumer; clients have access to staff, or the means to contact staff, at all times, twenty-four hours a day, seven days a week. Assumes some essential needs are being met by other program and natural supports.
4. ☐ **\*24 Hours Availability of Instruction and Support:**  
 Extensive support available, although assumes consumer may be safe for some periods of time without direct staff contact, i.e., staff available by telephone, pager within close proximity of living environment; access to staff 24 hours per day as defined in the agency staff schedule; may include night-time sleep staff in consumer home or same housing building unit; provides training and support in most areas of independent living as noted in category above. Clients whose level of support does not include 24 hour on duty staff may have other natural and program supports in place.
5. ☐ **\*24 Hour Staffing With Awake Instruction and Support/Supervision:**  
 Extensive support/supervision available, including staffing at night for client health and safety. Client requires assistance in most areas of independent living as noted above.
6. ☐ **\*Community Protection Services:**  
 Extensive staff support/supervision as outlined in DDD Policy No. 15.01 Community Protection Standards.

\*Hours may be shared in a household or cluster.